

Thompson Parish Council (TPC)  
Minutes of Parish Council Meeting (Virtual meeting - held using Google Duo)  
on Tuesday 21 July 2020

Present:           Jean Kaye                           Chair  
                  Duncan Gregory               Vice Chair  
                  Ian Robertson  
                  Angus Welch  
                  Kate Winslow  
                  Kim Austin                       Clerk

Also present: There were 2 members of the public present.

**The meeting opened at 19:31**

**1. To consider accepting apologies for absence**

Apologies were received from Cllrs. Shovelar and Newnham who were unable to join the meeting due to lack of technology for the virtual meeting. All apologies were accepted.

**2. To record declarations of interest from members in any items on the agenda**

There were no declarations of interest.

**3. To approve the minutes of the last Parish Council meeting on Tuesday 26 May 2020**

The minutes had been circulated prior to the meeting. Cllr. Duncan Gregory proposed approval of the minutes and Cllr. Angus Welch seconded the proposal. On a vote, this was carried unanimously, and the minutes would be signed by the Chair, Cllr. Jean Kaye after the meeting.

**4. To discuss any matters arising from the minutes (Tuesday 26 May 2020) not on the agenda.**

**Coronavirus.** The Clerk reported that there had been no requests for help for a few weeks now and although some village and community support groups were closing, she was happy to still receive any calls for support should the need arise.

**Amada Byrne.** Amanda confirmed by email on 11 May 2020 that the work was in hand and as soon as the plant was available the site would be cleared, hopefully within 3 weeks (End of May). As nearly 2 months had now passed, and nothing had been done the Clerk was asked to send a reminder and ask for an update.

**Bus Shelter.** The Millennium Green management group have arranged for the repair of the wall near the bus shelter and replacement of the damaged plaque. The flint area has been repaired. The plaque area will be replaced with bricks. There are two missing capping bricks on one of the piers. We cannot find replacement bricks at a sensible price. Could cut a standard brick to size but not ideal, as cut surfaces can deteriorate.

**School traffic.** A letter had been sent home to ask parents to use Tottington Road instead of Marlpit. Drop off and pick up times at the moment are varied/staggered.

**5. To adjourn the meeting for public participation**

The meeting was adjourned at 19.39 and opened to the public.

There were no comments from the public. Councillors agreed to bring item 8 - Planning forward for public participation.

Meeting re-opened at 19.40.

**6. To receive reports**

**6.1 District Councillor (PC)** No report received.

**6.2 County Councillor (FE)** No receipt received.

**6.3 Thompson Chair's report (JK)** Nothing to report.

Signed .....

Date .....

#### 6.4 Community Hall report (KW)

AGM was last week, and all committee members were re-elected. Not able to open yet. Risk Assessment in progress. Hopefully could open by the end of this year.

#### 6.5 The Millennium Green report (AW)

Committee - Under new chair, working well and productively despite restrictions.

Finances - No change. Hope to restart lottery collections in September.

Boundaries - Planning ongoing to improve Hallfield Road hedge line from the school to the Celebration Avenue and security of vehicle open access points onto the Green. Brickwork to ensure the commemorative plaques are securely mounted is ongoing.

Play Equipment - Not planning to reopen just yet due to unclear guidance and ongoing high risks. Detailed risk assessment is ongoing. ROSPA annual inspection advice will be followed up.

Thompson Run - Go/No Go decision will be made by 1 August.

Working Party - 6 September (tbc). Items will be decided nearer the time.

Next Meeting - 14 September to include the 2020 AGM (in TCH if open otherwise by Zoom conference call).

### 7. To report on financial matters

#### 7.1 Financial position

##### The bank account balances as at Tuesday 21 July May 2020

Barclays Community Account	£	7042.94
Barclays Business Premium Account	£	1614.07
<b>TOTAL as per bank</b>	<b>£</b>	<b>8657.01</b>

##### Summary (Including monies allocated)

Allocated to Sports Equipment	£	300.00
Allocated to Notice Board	£	1084.30
Thompson Parish Council	£	7272.71
<b>TOTAL as per bank</b>	<b>£</b>	<b>8657.01</b>

**NOTE: Sports equipment.** Grants received: £5196 on 7/2/18 and £2300 on 28/1/19.

**TOTAL RECEIVED £7496.** Spent: 26/6/18 Oak Post £65. 26/6/18. Picnic tables x 3 £685. 22/5/2019 Caloo equipment £5000. **TOTAL SPENT £5750.** (benches, exercise equipment and oak post). Therefore, **MONEY LEFT £1746 ?** The Clerk would continue to check how grant was spent. Cllr. Kaye said to look at a part payment for Petanque. Mike Corrie said balance should be £496 ?

#### 7.2 Money in since last meeting (26 May 2020)

4/6/20	Breckland council - Recycling payment 2020	£	131.13
8/6/20	Barclays Business Account - Interest	£	0.43
	<b>TOTAL IN</b>	<b>£</b>	<b>131.56</b>

#### 7.3 Bank Reconciliation

<b>Opening balance</b> at bank, Current (Last meeting, 26 May 2020)	£	8602.31
<b>Opening balance</b> at bank, Savings (Last meeting, 26 May 2020)	£	1613.64 (Total £10215.95)
PLUS Money in since last meeting (as above)	£	131.56
MINUS Money out since last meeting (Total cheques 26 May 2020)	£	1690.50
<b>Closing balances</b> at bank (This meeting, 21 July 2020, as above)	<b>£</b>	<b>8657.01</b>

#### 7.4 Cheques out (to sign)

CHQ 736	Clerks Wages - June 2020	£	219.05
	<b>TOTAL OUT</b>	<b>£</b>	<b>219.05</b>

Signed .....

Date .....

**NOTE External Audit - Exemption certificate**

Email received from external auditor PKF Littlejohn confirming receipt/logging of Thompson's notification of exempt status for the year ended 31 March 2020. Unless they receive any correspondence from local electors during the period for the exercise for public rights, we will not hear from them again. So all complete for the year.

**INCOME TO DATE (2020/2021 financial year)**

THOMPSON PARISH COUNCIL ACCOUNTS				INCOME						
				YEAR ENDED 31 March 2021						
Date	From	Description		PRECEPT	SAVER A/C INTEREST	RECYCLING GLASS & PAPER	GRANTS ETC	VAT	MSC	TOTAL
05/04/2020	Breckland Council	Precept	DIR	2,900.00						2,900.00
04/06/2020	Breckland Council	Recycling payment	DIR			131.13				131.13
08/06/2020	Barclays	Barclays Saver A/C Interest	DIR		0.43					0.43
				2,900.00	0.43	131.13	0.00	0.00	0.00	3,031.56
									CHECK	3,031.56

**EXPENDITURE TO DATE (2020/2021 financial year)**

THOMPSON PARISH COUNCIL ACCOUNTS 2019 - 2020											EXPENDITURE								
											YEAR ENDED 31 March 2020								
Date	Invoice To	Description	CHD	COUNCIL WAGES	POSTAGE	RECYCL SURFACE	COUNCIL TRAVEL	HALL	PREVER	INSURANCE	AUDIT	CONTING	GRANT	GRASS CUTTING	RES	MSC	DATA	VAT	TOTAL
31/03/2020	ThinkRural	Payroll Services Jan-Mar 202	727			30.00												6.00	36.00
31/03/2020	Kim Austin	Clerk's wages March 2020 20	728	219.09															219.09
31/04/2020	Kim Austin	Clerk's wages April 2020	729	219.09															219.09
30/04/2020	TTSR Limited	Grass cutting 1 of 2 (50%)	730										501.98					100.40	602.38
30/05/2020	Bus. Services at CAS	Insurance renewal Yr 2 of 3	731							207.48									207.48
10/05/2020	Info Commissioner	Annual Data Protection Fee -	732										40.00						40.00
31/03/2020	NALC	Annual Subscription	733										117.45						117.45
24/05/2020	Mrs J Roberts Plants	Internal Audit 'Plant Hammer'	734								30.00								30.00
31/05/2020	Kim Austin	Clerk's wages May 2020	735	219.09															219.09
30/06/2020	Kim Austin	Clerk's wages June 2020	736	219.09															219.09
				876.24	0.00	30.00	0.00	0.00	0.00	207.48	30.00	0.00	167.46	501.98	0.00	0.00	0.00	106.40	1,909.55

**7.5 Budget Vs Actuals**

Thompson Parish Council Budget Vs Actual 2020/2021				21/07/2020	
	Budget 2020/2021	Forecast 2020/2021	Actual to date 2020/2021		
<b>INCOME</b>					
Precept	5,800.00	5,800.00	2,900.00		
Recycling	120.00	120.00	131.13		
Interest (Barclays Saver)	3.20	3.20	0.43		
Grant	0.00	0.00	0.00		
VAT	300.00	300.00	0.00		
Other	0.00	0.00	0.00		
<b>Total</b>	<b>6,223.20</b>	<b>6,223.20</b>	<b>3,031.56</b>		
<b>EXPENDITURE</b>					
Staff Costs including PAYE	2,630.00	2,630.00	876.24		
Payroll services	36.00	36.00	36.00		New supplier - saving
Internal audit fee	30.00	30.00	30.00		
Postage	15.00	15.00	0.00		
Insurance	207.48	207.48	207.48		Saving £192.52 per ann
Grass cutting	1,204.76	1,204.76	602.38		
Training	100.00	100.00	0.00		
Printer/consumables	50.00	50.00	0.00		
Website	70.00	70.00	0.00		
Capital	70.00	70.00	0.00		
Miscellaneous/Contingency	200.00	200.00	0.00		Defibrillator
Donation - St. Martin's Church	500.00	500.00	0.00		
Donation - Wayland Partnership	300.00	300.00	0.00		
Donation - Thompson Community	300.00	300.00	0.00		
Subs - Norfolk ALC	117.45	117.45	117.45		
Subs - Community Action Norfolk	50.00	50.00	0.00		
Subs - Info Comm Registration	40.00	40.00	40.00		
VAT	300.00	300.00	0.00		
<b>Total</b>	<b>6,220.69</b>	<b>6,220.69</b>	<b>1,909.55</b>	<b>PRECEPT £5800</b>	
	<b>Budget 2020/2021</b>	<b>Forecast 2020/2021</b>	<b>Actual to date 2020/2021</b>		

Signed .....

Date .....

**8. To consider planning applications**

**8.1 Planning outcomes since last meeting**

**3PL/2018/1352/PIP to APP/F2605/W19/3234662 FISHER/Appeal/Hallfield Rd/2x3 bed affordable houses (029) APPEALED - APPEAL DISMISSED**

**8.2 Applications pending outcome**

**8.3 New applications since last meeting (17 March 2020) - Received after agenda finalised.**

**3PL/2019/1433/O to APPEAL APP/F2605/W/20/3251745 PARROTT/Land off Marlpit Road/3 Dwellings, Residential development.**

The Clerk had circulated the Parish Council comments that were made to the original application on 16 Dec 2019 to all councillors prior to the meeting. At this time, the PC had not objected to the application but had raised concerns of increased traffic flow, drainage and the proposed development being outside of the settlement boundary. Cllr. Cowen had said the proposed development was not adjacent to the boundary. They mentioned Thompson being a 'low growth' village according to the Local Plan and made some caveats as they were not happy with the suggested buffer zone providing access to the rear portion of the field.

Members of the public were invited to speak at this point.

They were surprised that with the concerns raised and the caveats proposed that the PC had not objected to the application. The concerns were considered important ones. They agreed with the concerns raised by the PC. Already experiencing, more traffic, more delivery lorries and more people walking now. The speaker's property's drive is regularly being used as a turning point. Need to consider the safety aspects. If the application was approved, then the quota would be exceeded through to 2036. The total being reached very quickly. Goes against the Breckland Plan for sustainability. Thompson is non-sustainable. In term of support for local services and employment, struggling to see what boxes are being ticked. There would be an irreversible loss of undeveloped land. The grounds for dismissing the Fisher application apply equally to this one. Unfair for all building allowed until 2036 to be on the same road.

The meeting was resumed. The PC would respond to the appeal by the 17 August 2020 deadline. The PC agreed all the points raised were valid. They agreed there were inconsistencies against the Local Plan. Need to clarify if the Raker application contributes to the quota for Thompson. Would still contribute to growth in the village. The Parish Council confirmed they were less happy with the application than when they responded previously. The PC may have some questions for Phil Cowen. A letter would be drafted with additional comments and sent to the Planning Inspectorate by deadline of 17 August.

Cllr Gregory had had a conversation with Mr. Raker who floated some ideas regarding the Raker Barn application and wondered whether a more sympathetic design would meet with the PC's approval. Conversion of this barn to 4 internal dwellings was not in keeping with the village. Cllr Kaye had queried with Cllr Cowen whether an application to demolish the barn and build new properties on site would be a variation of the Class Q approval. Cllr Cowen confirmed that it would be an ordinary planning application.

**9. To discuss the village sign**

David the builder has done a good job repairing the Millennium Green wall. He has quoted £185 to put the village sign up. All agreed the sign must go up to make the area safe. Councillors agreed that as quote was under £200 they would be happy with just one quote. Cllr. Gregory proposed and Cllr. Welch seconded the proposal to accept this quote.

**10. To discuss any correspondence**

**Incident.** The Clerk had received an email from Norfolk County Council. They had been asked for a claims form from a Mr. Robinson regards an incident in Thompson. NCC said the location in question was not their responsibility and referred him to Thompson Parish Council. The Clerk contacted their insurers and was issued a case reference. The Clerk had been contacted by the insurers who confirmed they would contact Mr Robinson to discuss further. They also check if claimants have claimed before. There was no other correspondence.

Signed .....

Date .....

**10. AOB - To receive items for the next agenda.**

Cllr. Kaye mentioned the Litter Pick that could go ahead in October/November. Weekend 24/25 October (Sat/Sun) was agreed. The date would be posted in the Waylander. Cllr. Winslow would let Jo at Merton know.

**11. Date of next Meeting**

Tuesday 22 September 2020 at 7.30pm. This meeting may be another virtual meeting.

**The meeting closed at 20.36**

Signed .....

Date .....